

THEFIELD PARISH COUNCIL PLAYGROUND

MAINTENANCE REVIEW/SAFETY CHECK LIST

1. Detailed Check List – The Site

	Frequency	Date				Comments
1.1 SIGNAGE		7/2	14/2	21/2	28/2	
Ensure there is a sign giving emergency contact details at the entrance area and that it is in good condition.	Weekly	✓	✓	✓	✓	
1.2 SURFACES						
Grass Including Grass Matrix Tiles – Ensure all grass surfaces are in good condition, the grass is well maintained and free from stones, glass, litter.	Weekly	✓	✓	✓	✓	
Ensure pegs holding the matrix tiles are secure and not protruding above the tile surface.	Weekly	✓	✓	✓	✓	
Wet Pour Surfaces – Ensure all wet pour surfaces are in sound and good condition and free from stones, glass, litter.	Weekly	✓	✓	✓	✓	
1.3 GATES						
Entrance gate – Ensure self closing gate closes within 30 seconds and oil hinges as appropriate. Check it is in overall good condition.	Weekly	✓	✓	✓	✓	
Maintenance Gate - Ensure maintenance gate is shut securely, is in good working order and opens freely.	Monthly				✓	
1.4 TIMBER AND MESH FENCES						
Inspect the timber and mesh fence on all boundaries to ensure there is no damage to the mesh and all posts are secure.	Monthly				✓	
1.5 HEDGES AND TREES						
Ensure hedges are not encroaching onto the 500mm zone between hedge and equipment, and that they are in good condition. Ensure all hedge cuttings have been removed.	Monthly				✓	
Ensure there are no over hanging branches from trees if so they should be cut back by at least two metres.	Monthly				✓	

2. Detailed Check List - Equipment

All the equipment should be maintained in accordance with the requirements of BSEN 116-7: Playground equipment: Part 7, Guidance on installation, inspection, maintenance and operation.

Please refer to Playdale's detailed inspection and maintenance schedules for details of their recommended weekly or three monthly inspection checklist. Against each of the following paragraphs which identify Playdale's current schedule by reference number and issue number date and confirm equipment is in good condition or state what remedial action has been taken .

Equipment Details		Ref No.	Issue No.	Date				Comments
				7/2	14/2	21/2	28/2	
2.1	Aerial Runway (zip wire)	AERL (25/30/40)	01	✓	✓	✓	✓	
2.2	2 Bay Junior Swing	JSIM	02	✓	✓	✓	✓	
2.3	Cradle Swing	JSIM	02	✓	✓	✓	✓	
2.4	Little Hamlet Giggleswick (multi play)	LHIM	02	✓	✓	✓	✓	
2.5	City Twin Rider (see saw)	CSPIM	02	✓	✓	✓	✓	
2.6	Zig zag Stepper (balance beam)	ATIM	05	✓	✓	✓	✓	
2.7	Skiddaw (traverse wall)	ATIM	05	✓	✓	✓	✓	
2.8	Rocking Log	ATIM	05	✓	✓	✓	✓	
2.9	Clustered Stilts	ATIM	05	✓	✓	✓	✓	
2.10	Monkey Bars (overhead bars)	ATIM	05	✓	✓	✓	✓	
2.11	Combo 6 (swinging steps and tram tracks)	ATIM	05	✓	✓	✓	✓	
2.12	Wobble Board	ATIM	05	✓	✓	✓	✓	
2.13	Inclined Twine (chicane balance beam)	ATIM	05	✓	✓	✓	✓	
2.14	Joined Logs (stepping stones)	ATIM	05	✓	✓	✓	✓	
2.15	Mini Orbiter (roundabout)	CROIM	01	✓	✓	✓	✓	
	TRAMPOLINE			✓	✓	✓	✓	

Other Comments

WASTE BIN STILL NOT BEEN REPAIRED/REPLACED.
Emptying bin necessitates picking the contents out
by hand and transferring to separate black bag.
PLEASE CAN WE PROGRESS THIS MATTER.

In respect of both the Site, Section 1 and the Equipment, Section 2, I have carried out a weekly/monthly/three monthly (ring which is appropriate). Unless stated above both the site and equipments are in good order.

Signed *TLS* Date ... *28/2/2025* ..
Name *TREVOR G. SHARP*